



TOWN OF ANDOVER

Town Clerk's Office

36 Bartlet Street
Andover, MA 01810
978-623-8255
townclerk@andoverma.gov

ANNUAL TOWN MEETING AND TOWN ELECTION CALENDAR

2016 Revised

TOWN ELECTION:	Tuesday, March 22, 2016 7:00 AM - 8:00 PM Precinct Polling places: Precincts 1 & 3 – Center at Punchard Precincts 4, 5, & 6 – Wood Hill Middle School Precincts 2, 7, 7A, 8, 9 & 9A – Andover High School
ANNUAL TOWN MEETING:	May 2, 3, 9 & 10, 2016 7:00 PM J. Everett Collins Center Auditorium Andover High School, Shawsheen Road
TOWN WARRANT:	Opens: Monday, November 2, 2015 Closes: Friday, January 29, 2016 (4:30 PM)
BUDGET DUE TO TOWN:	Friday, February 5, 2016 (First Friday of February)
ANNUAL TOWN REPORT:	Tuesday, March 15, 2016 (7 days before town election)
FINANCE COMMITTEE REPORT	Friday, April 22, 2016 (10 days before business meeting)

PLEASE NOTE: Mail-in voter registration forms are available at the Registry of Motor Vehicles, the Public Library, all four Post Offices, the Secretary of the Commonwealth's web site and the Town Offices on Bartlet Street. If you are not a registered voter, to be eligible to vote at an Election or Town Meeting your mail-in form must be received or postmarked by the last day to register per State Law. On-line voter registration is now available on the Secretary of the Commonwealth's web site.

ANDOVER TOWN ELECTION DEADLINES

1. Last day to submit nomination papers to the Board of Registrars for Town Election
Tuesday, February 2, 2016 5:00 PM (49 days)
2. Last day to Withdraw from Town Election (notarized statement in writing)
Thursday, February 18, 2016 5:00 PM (33days)

3. Last Day to Register to vote for the Town Election for non registered voters:

Wednesday, March 2, 2016 (20 days)

Town Clerk's Office: Open for voter registration from 8:30 AM to 8:00 PM

4. Warrant Posted & Published: **No later than Tuesday, March 8, 2016** (14 days)

(Submit to Newspaper by: February 26 to publish on March 3)

ANNUAL TOWN MEETING DEADLINES

1. Last Day to Register to vote for the Annual Town Meeting for non registered voters:

Tuesday, April 12, 2016 (20 days)

Town Clerk's Office: Open for voter registration from 8:30 AM to 8:00 PM

2. Warrant Posted & Published: **No later than Monday, April 18, 2016** (14 days)

(Submit to Newspaper by: April 8 to publish on April 14)

TOWN ELECTION CAMPAIGN FINANCE REPORTING FOR 2016

REPORT DUE:

REPORTING PERIOD DATES:

Due Jan. 20, 2016

Reporting Period Ending: December 31, 2015

from date of last report filed in 2015.

- **April 14, 2015 – Dec. 31, 2015** (2015 Candidates not dissolved)
- **January 1, 2015 - Dec. 31, 2015** (all others)

Due March 14, 2016

(due 8 days before election)

Reporting period: January 1, 2016 - March 4, 2016

(accounting closes 10 days before due date)

Due April 21, 2016

(due 30 days after election)

Reporting period: March 5, 2016 – April 11, 2016

(accounting closes 10 days before due date)

Due Jan. 20, 2017

(End of year report)

Reporting Period Ending - December 31, 2016

from date of last report filed in 2016:

- **April 12, 2016 through Dec. 31, 2016** (all 2016 candidates not dissolved)
- **January 1, 2016 through December 31, 2016** (all others)

DISSOLUTION REPORT: When balance is zero with written notice.

2016 STATE ELECTIONS

There are three state wide elections scheduled in 2016: the Presidential Primary on Tuesday, March 1st, the State Primary on Thursday September 8th and the General (Presidential) Election on Tuesday November 8th. Please see the "Annual Town Meeting and All Election Calendar 2016" for more information on the 2016 State Elections.